

11-2018

Faculty Senate Report, November 2018

Faculty Senate
Governors State University

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**Governors State University Faculty Senate
November 18, 2018, 1:00-3:00PM, Hall of Honors
Agenda**

- I. Call to Order and Approval of Agenda
- II. Presentation: Scheduling (Bouchard/Huang)
- III. External Reports
 - A. University Administration (Cada/Sexton/Johnsen)
 - B. University Professionals of Illinois (Wagner)
 - C. Student Senate (Moody)
 - D. Civil Service Senate (Jones-Harper)
- IV. Closed Session
- V. Old Business: Approval of Previous Minutes
 - A. September (pp. 2-4)
 - B. October (pp.5-7)
- VI. Internal Reports
 - A. Executive (Golland) (pp. 8-9)
 - B. Policies (Boland-Prom) (pp. 10-31)
 - C. Curriculum (Tymkow) (pp. 32-33)
 - D. Program Review (Wadhwa)
 - E. General Education (Zell)
 - F. Optional
 - 1. Policy Monitoring (Cipra)
 - 2. Illinois Board of Higher Education FAC (Cortese)
 - 3. Graduate Studies Council (Muhammad/Carrington)
- VII. New Business
- VIII. Adjournment

Upcoming Dates

- Senate Executive Committee: December 6, 1:00 to 3:00, Hall of Honors
- Board of Trustees and Committees: December 7, 9:00
- Senate: January 17, 1:00 to 3:00, Hall of Honors

Governors State University Faculty Senate
September 20, 1:00PM, Hall of Honors
Minutes

Senators in Attendance:

	K. Boland-Prom* (AL/CHHS)	X	J. Goode* (CAS)	X	J. Klomes (COE)
X	R. Muhammad (AL/CAS)*	X	C. Tweddle (CAS)		S. Patrick (COE)
X	B. Winicki* (AL/COE)	X	D. Cortese (CAS)	X	S. Wadhwa* (CHHS)
X	P. Mohanty (COB)	X	P. Guimond (CAS)	X	L. Falconnier (CHHS)
X	A. Vuyaklija* (CAS)		A. Andrews (COB)	X	C. Tymkow (CHHS)
X	D. Golland* (CAS)	X	W. Kresse* (COB)	X	S. Spencer (Temp)
X	S. Bose (CAS)	X	C. Vanderpool (COB)		L. Geller* (UL)
X	M. Carrington* (CAS)	X	S. Cervantes (COE)		
X	A. Tamulis (CAS)		A. Cipra (COE)		

* = Faculty Senate Executive Committee, Standing Committee Chairs

Others Present: C. Sexton, S. Wagner, Colleen Rock-Ellis, Q. Martin III, R. Sweeney, B. Richardson, S. Comer, G. Thomas

- I. Call to Order and Approval of Agenda. Golland called the meeting to order at 1:02pm. The draft agenda was approved without objection.
- II. Motion to move to Executive Session 1:03. Roll call voting. Motion carries.
 Motion to move out of Executive Session. Moved and seconded. ES ends at 1:13.
- III. Motion to approve minutes. Motion carries.
- IV. Old Business
 - A. Demonstration Policy. Motion to recommit to IPC. Moved and seconded.
 Discussion ensued. Motion carried.
 - B. Bylaws. Motion to table Proposed Bylaws Amendments: (3C and 3D). Tabled.
- V. Presentations
 - A. SUAA (Rock-Ellis). Working on Tier 1 and Tier 2. Support legislation that funds universities. Advocacy group to work on behalf of faculty.
- VI. External Reports
 - A. Administration Updates (Sexton)
 - OIR Fast Facts, Fall 2018, 4587 total head count. Frosh 203, up from 199.
 Full admits 51, SS Math 4, English, 143 Math & English

- Nikki LaGrone – Sent email regarding change in blackboard server. Asking for input from faculty for “super users”: No one is precluded from participation.
- Will happen in Fall 2019
- Technology Decisions needing to be made. Watermark became the conglomerate of smaller software companies we were using. Year 3 & 4 faculty will have access to upload materials for review. Will be having professional development for changes. Faculty will have ability to utilize technology in a way that benefits them and more will be trained in usage.
- October 19th, Campus-wide symposium, “Adult Learners”
- Discussion.

VII. Old Business

- A. Motion to take from the table 3C and 3D – Bylaws of the Senate – Motion to approve “IPC since APC” Bylaw Amendment. Moved and seconded. Motion to amend the amendment and remove “for consistency” and the preceding and following commas. Moved and seconded. Motion carries. Bylaw Amendment IPC since APC approved.
- B. Motion to amend Bylaws adding a Unit B and emeritus member. Seconded. Discussion. Motion to amend the amendment to not allow Unit B to serve as an officer. Discussion. P. 29-30 in UPI Contract for Unit B appointment to senior status. Motion to have closed vote on the amendment to the amendment.
 - Motion to have a closed vote. Seconded. 9 ayes, 4 nays. Motion carries. On the motion to prevent Unit B to serve as an officer: 7 yes, 9. No. Amendment fails.
 - Motion to make Emeritus member a voting member of the Senate. Seconded. Proposed amendment passes, and “non-” is stricken from the proposed amendment.
 - Discussion of nomination process for Unit B. Motion to allow only Unit B to nominate Unit B. Seconded. Amendment to the amendment passes.
 - Motion to vote on the amendment by secret ballot. Seconded. Motion carries.
 - Vote on amendment. 12 yay, 5 nay. Motion to amend Bylaws passes.
 - Objection to the ruling of the chair. Seconded. Discussion. Ruling sustained.

VIII. Committees

A. Executive (Golland)

1. Motion to approve August dates in Executive Committee Report. Moved and seconded. Motion carries.
2. Appointments. Motion to appoint: Lori Glass as representative of Senate for TRIO Strategic Implementation Committee; Hispanic Recruitment Committee: Steven Sharp (COE), Angela Thompson (CAS), Novia Pagone (CAS Visiting). Recommend Jelena Radovic-Fanta to be appointed by GEC.

- B. Disability Services (Sweeney) Presentation on student accommodations.
- IX. Other External Reports
- A. UPI Interim President (Wagner)
- Fall membership mixer. Bargaining sessions through the semester.
 - Credit hour guidelines will be revised
- B. Student President (Moody)
- First Official Rock the Vote, will have Ja'Mal Greene here to discuss the importance of voting in F1622.
 - Rock the Vote
 - Student Senate will have Debate Watch
- C. Curriculum (Tymkow)
- Curriculog Sept 5 and 17, not many faculty attended the sessions
 - Asking for additional sessions, committee is not that large, and issues will arise
- D. Policies (Vujakliya for Boland-Prom)
- Kim Boland-Prom was reelected
 - Task Force on policies that need to be addressed
 - Title 9 is up for public comment. Permissions need to be fixed.
- E. APRC (Wadhwa by way of Golland) Wadhwa was reelected.
- X. Golland adjourned the meeting at 3:08.

**Governors State University Faculty Senate
October 18, 1:00PM, Hall of Honors
Minutes**

Senators in Attendance:

X	K. Boland-Prom* (AL/CHHS)	X	J. Goode* (CAS)	X	A. Cipra* (COE)
X	R. Muhammad (AL/CAS)*	X	P. Guimond (CAS)	X	J. Klomes (COE)
X	B. Winicki* (AL/COE)	X	A. Tamulis (CAS)	X	S. Patrick (COE)
X	A. Vuyaklija (AL/COE)	X	C. Tweddle (CAS)	X	L. Falconnier (CHHS)
X	S. Hyzny (AL/CAS)	X	W. Kresse (COB)		C. Tymkow (CHHS)
X	S. Bose (temp, C. White, CAS)	X	P. Mohanty (COB)	X	S. Wadhwa (CHHS)
X	M. Carrington* (CAS)	X	C. Vanderpool (COB)		M. Zell (CHHS)
X	D. Cortese (CAS)	X	S. Wagner (COB)	X	L. Geller* (UL)
X	D. Golland* (CAS)	X	S. Cervantes (COE)		

* = Faculty Senate Executive Committee, Standing Committee Chairs

Others Present: E. Cada, R. Johnsen, C. Sexton, A. Marak, C. Williams, S. Wagner, Perry, J. Spees, M. Zarris

- I. Call to Order and Approval of Agenda. Golland called the meeting to order at 1:01pm. The draft agenda was approved without objection.
 - Welcome to new senators.
- II. Introduction of Dean of Students – Corey Williams
 - Former Dean at Triton College
 - First Generation College and English as Second Language
 - Student Affairs to the Next Level, earned \$5M in previous year
- III. Presentations
 - A. Financial Aid (Zarris, Perry, Spees)
 - How Financial Aid starts and transitions
 - Payment plans for students based off enrollment
 - Discussion of textbook purchase, AIM High, GPA standards, Defaults
 - B. Enrollment Task Force Report (Marak)
 - Enrollment growth task force ended last spring and make recommendations
 - Some recommendations have already gone through normal processes
 - Normal governance processes will dictate how other recommendations will proceed

- Discussion of cost of venture, shortages in professional instructional design support staff,

IV. External Reports

A. Administration Reports (E. Cada)

- IBHE on campus this morning
- Tour of facilities and discussion of major problem areas
- We are not eliminating support staff. Civil Service require that replacements are classified properly.

B. Instructional Design (Sexton)

- Yesterday was classified as civil service and just now moving
- Blackboard
 - Discussions went well and addressing concerns
 - Making sure we meet standards and have adequate support staff
- Midterm Grade – October 23
- Symposium – October 19th

C. Digital Measures (Johnsen)

- Transition going well
- Sessions being conducted
- UPC have been entered in

D. Negotiations (Johnsen)

- Will begin negotiations soon

E. Discussion – Policy 26, Student Senate mandatory midterm grades, Lower division versus upper vision, student

F. UPI (Wagner)

- Beginning bargaining sessions in one week
- Open to solutions that result in less disputes
- Credit Hour Guidelines Task Force continuing work
- Interim Director of HR meeting – working on solutions to issues that have been outlined
- Discussion of Midterm grade issue relationship to full time faculty
- Discussion of confidentiality.

V. Closed Session. Motion to move to closed session. Moved and seconded. Closed session begins at 2:18PM. Motion to adjourn closed session. Moved and seconded. Closed session ends at 2:45PM.

VI. Internal Reports

A. Executive (Golland)

- Announcements: HR at Academic Council discussed health care coverage for sabbatical, MyGSU app
 1. Resolution 2018-19, GenEd Task Force, as amended. Moved. Seconded. Motion to add: “who is knowledgeable with lower division matters.” Moved and seconded. Motion carries.

2. Proposed Amendments to Standing Rules Article I-14 and I-15. Moved. Seconded. Motion to divide. Moved. Seconded. Motion carries.
3. Standing Rules I-14. Moved and seconded. Motion carries.
4. Standing Rule I-15. Moved and seconded. Motion defeated.
5. Resolution 2018-19, No. 2: Student Disability Advisory Committee. Moved. Seconded. Motion Carries.
6. UPC has been filled; APERC, Golland appointed Ben Almassi (CAS) and Robin O'Shea (CHHS).
7. Proposed SEI Committee Update: Dr. Cada has Institutional Effectiveness Committee and has not seated them this year. She currently names all members. She is proposing that this be a shared committee and create new structure for how members are seated. One stumbling block for making it a standing committee may be the allocation of a course release.
8. UCC – Executive Committee created a temporary at-large seat. Motion to appoint Lisa Pennington. Seconded. Motion carries.

B. IPC (Boland-Prom)

- Online version is working. Trouble-shooting has been successful.

C. Graduate Council (Carrington)

- Still discussing Policy regarding transfer credit or previous work.

D. Ad-hoc Wellness Committee

- Motion to extend Ad-hoc Wellness Committee to end of Spring 2019. Moved and seconded. Motion carries.

VII. Golland adjourned meeting at 3:06.

EXECUTIVE COMMITTEE REPORT

David H. Golland, Chair

November 15, 2018

It is my pleasure to report the following activities since the last Senate meeting:

1. **Academic Council** met on November 6. Some highlights:
 - a. The Dean of the Library and the Vice President for Administration and Finance are forming a sustainability committee, and I have met with Lydia to discuss composition.
 - b. The admissions officers are back from India and report a 50% increase in international applications for spring over last year (65 applications and 45 admissions). They have hired a country manager for India admissions, Krishna Prasanth Dhandapani (also known as KP), who will be visiting campus the week of November 26 for training and professional development. They have also been working with the Saudi Embassy in DC to get all of our programs approved because the Saudi government gives scholarships for Saudi students to attend college in the U.S.
 - c. Computer refresh resumes in February for models later than 2011.
2. **Administrative Policies Committee** will meet on November 26 to review the Land Use Policy (40), the Policy on Salary Increases for A&P Employees with additional college degrees (41), and the Tuition Waivers Policy (76) for possible recommendations to IPC, APC and also consider a new policy proposal related to alcoholic beverages.
3. Student and Civil Service Senates reviewed our **Student Disability Services Advisory Committee** resolution at their meetings yesterday.
4. **Wellness Committee.** I met with the co-chairs on October 18 to discuss their work; their plans, and their relationship with the FDC.
5. I attended the grand opening of the new **Veterans' Resource Center** on October 24, on behalf of the Senate. If you haven't visited since the renovation, I encourage you to do so. It's in the GMT building.
6. I attended the **celebration of the life of Eric Nicholson** on behalf of the faculty on November 8 and delivered brief unwritten remarks.
7. I attended the **Restorative Justice Symposium** on Wednesday, November 14, on behalf of faculty; my remarks are in the online handouts.
8. I have been making personal appeals to faculty and faculty-rank administrators for the **Faculty Senate Student Scholarship Fund** in the hope that we can reach our goal of \$25k by the end of the academic year. Pending a report to me from the development office I will report progress on the fund at the full senate meeting.

9. Faculty Senators attended the biennial **Trustees-Senate Retreat** on Monday, November 12. It was a good conversation. Afterwards, Trustee Barr asked me to ask the senate one question that wasn't addressed: **What do we want** from the trustees? Let's discuss this today so I can report back to them next month.
10. **Strategy 2025 Task Force** heard reports from subcommittees this month and will continue to hear reports at its next meeting.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "David H. Golland", with a stylized, flowing script.

David H. Golland, President



Memo

To: Faculty Senate

From: Kim Boland-Prom, PhD, LCSW
Chair, IPC (Institutional Policies Committee)

CC: Provost Cada, Associate Provosts Sexton and Johnsen, and Vice President Bylaska

Date: 11/12/18

Re: Report to FS with Action and Discussion Items

Please accept this memo as the November report from IPC.

I. Policies ready for approval (recommend consent agenda items)

- A. Policy 37 Tuition Waiver for Senior Scholars** (1978,1984). This policy describes one tuition waiver established through Illinois statutes. Interim Policy 76 (2016), which was written in response to an audit finding, lists all the tuition waivers and scholarships at GSU making Policy 37 a duplicate explanation. After a two week comment period, IPC unanimously recommends deleting 37 from the policy list and archiving the related records. (Please refer to submitted policy.)
- B. Policy 53 Protection of Human Subjects** (1998, 3 revisions, 2016 interim) had a minor change to terms of service (increased to three years). It was updated through an interim procedure handled by Provost Bordelon. It was approved by IPC last spring term, but was not voted on by the Faculty Senate. IPC decided to postpone submitting it again to FS, and take the opportunity to post the policy for community comment. It was unanimously approved by IPC who recommends approval by Faculty Senate. (Please refer to the track changed version of the policy.)

II. Policies ready for discussion and approval

- A. Policy on Policies.** This Policy was written and submitted by Dr. Golland, who seeks to establish more clear university standards on how policies are proposed and approved. The policy confirms joint governance, while clearly describing the responsibilities of IPC, Faculty Senate, Provost and President.

The policy draft submitted for your consideration include IPC recommended changes, marked with track changes. This policy has been reviewed and discussed

in the APC and fully reviewed by IPC, including a two-week community comment period. IPC unanimously recommends senate approval.

- B. Policy 79 Demonstration Policy** (Interim 8/9/2018) The IPC approval process included a presentation to the Student Senate inviting their input, community comment period and consultation with various administrative departments. IPC recommends that the policy version as submitted be approved. For the record, Drs. Golland negotiated with the Provost an interim policy for summer approval. The version that the president signed was different, IPC is submitting the original policy that Dr. Golland and the provost approved during the summer. IPC unanimously recommends that FS approve the submitted policy.

III. Senate Discussion of Policy Format: Where Do Procedures Belong?

As the chairperson of the IPC, I am interested in identifying and confirming the format for new and updated policies as well as the protocols for handling related procedures. Through clarifying the best practice standards for policies and procedures, I would like to reduce the number of times a policy is returned to IPC for correction. For years provosts have returned some policies for the removal of procedures, which of course requires duplication of effort by all involved.

We are currently following the template developed by APC. The one issue that requires further clarification is how procedures should be described within policies and made available to the community. I have had the opportunity to ask, both VP Bylaska and Provost Cada, and the two associate provosts, what the preferred format would be for a new or updated policy. They all agree that policies without procedures is ideal as it permits more flexibility in the application of policies and assures less cumbersome processes for the changing of procedures. Please see the submitted copy of the new Title IX policy as an example of a policy without imbedded procedures. (Policy 78 was approved this summer with IPC support on an interim basis.)

It is my personal opinion that some policies would benefit from procedures being included, because it insures consistency across colleges, provides transparency and can at times protect constituents' rights (for example Policy 5 Grievance). At the very least, I think we need to agree to university procedures that would outline basic due process standards when complaints arise through academic or student conduct complaints. It can be argued that inclusion of procedures within some academic policies insures shared governance in the application

I personally think it is important for FS consensus and opinions be added to this discussion with administration. Together with administration we can build a consensus of our goals for policies, thereby clarifying the IPC duties, will improve

the information on our website, and potentially use IPC members' time more efficiently.

Currently two different things are occurring which in the simplest analysis are inconsistent.

- A. On the **IPC/FS** side we have policies being returned for removal of the procedures. Examples include:
 1. **Policy 1 Academic Reorganization**- After a union complaint, that a reorganization did not follow established policy and procedures for faculty input, the former provost submitted Policy 1 changes to IPC. The controversial issue was the requirement that a committee be formed of impacted faculty prior to any changes. The FS voted to keep in the procedure of forming a committee of impacted faculty. Policy 1 has reportedly not been approved, because of its inclusion of procedures.
 2. **Policy 4 Student Conduct Code**- IPC updated the Policy 4, in consultation with the Office of Student Life. VP Valanete requested that procedures be removed from the policy and instead be published in the Student Handbook. IPC declined this request, and FS voted to keep the procedures within the policy. The policy was returned by the provost for the removal of policies.
- B. **APC** approves new policies and while the stated goal is to have policies without procedures, the recent approvals include policies with procedures included. Examples include:
 1. The new **demonstration policy (Policy 79)**, proposed by VP Valente includes the following instructions "... an appropriate university official (including but not limited to the Dean of Students) will inform the participants that they must discontinue their disruptive activities, explaining which activities are in violation of this Policy, and will advise them to continue the event in a manner that complies with this policy." This is clearly a procedure with a micro level focus.
 2. A new policy allows the campus officers to issue **parking tickets** that would be processed by the university. One of the recommendations made was to place discretion for waiving parking tickets within the sole authority of the university policy. The chief preferred that the policy itemize the types of reasons that tickets could be waived or reduced, hence a list of procedures was included.

3. A new policy related to **technology standards** includes among other procedures a detailed description and example of an acceptable password that can be used on individuals' email accounts.

At the very least the inconsistent pattern of policies approved through APC & IPC adds a burden and excessive editing work for IPC. IPC is charged with routinely reviewing and updating all the universities' policies. Hence the newly approved administrative policies that include procedures will in the future require IPC edit them, when they are reviewed, to removed procedures or two standards for administrative and academic polices will be continue.

Public universities in Illinois differ on how they handle policies and procedures. For example, the U of I schools primarily have no procedures listed in their policies; while the SUI schools clearly list procedures in all their posted policies.

I respectfully request that FS consult about how policies and procedures should be ideally handled. I recommend we consider future policy templates that would allow choices to either: 1) delegate procedures to the administrative office/academic unit that handles the work described in the policy, or 2) include procedures which give broad outlines of the important processes that need to be consistently applied. This approach would result in two types of formats for policies, similar to what has historically and currently being utilized at GSU. The end result is the academic policies could be handled with the same flexibility and situational responsiveness that is allowed in administrative policies.

Thank you for your continuous support and guidance.

11/12/19 IPC unanimously recommends that FS approve deletion of this policy and the archiving of related documents. Please refer to Policy 76 for a complete list of all GSU tuition waivers.

~~INTERIM POLICY~~
~~TUITION WAIVER FOR SENIOR SCHOLARS~~

~~Senior Scholars are persons who:~~

- ~~a. are 65 years of age or older;~~
- ~~b. have an annual household income of less than \$12,000.00; and~~
- ~~c. have been accepted for admission to Governors State University.~~

~~Senior Scholars shall be permitted to enroll in regularly schedules courses, on a credit or non-credit basis, without the payment of tuition and mandatory fees, subject to the following restrictions:~~

- ~~a. available classroom space exists;~~
- ~~b. tuition paying students enrolled constitute the minimum number required for the course; and~~
- ~~c. students enrolling in a course(s) offered only on a non-credit basis, and/or designed especially for senior citizens will not be eligible for this waiver.~~

Policy 53

Effective December 2, 1998

Prior Revisions: 1/10/05, 2/9/16

Recent Revision: April 26, 2016

Governors State University
POLICY FOR PROTECTION OF HUMAN RESEARCH SUBJECTS

I. Rationale

The purpose of the Institutional Review Board (IRB) is to ensure the protection of human research subjects. Federal regulation, *Title 45, Code of Federal Regulations, Part 46*, requires that all institutions receiving federal funds and conducting research using living humans as subjects establish and operate an IRB. Projects which originate at Governors State University involving human subjects are subject to review and approval by the IRB. IRB review shall determine:

- A. that the rights and welfare of the subjects involved are adequately protected;
- B. that the risks to an individual, whether physical, psychological or social, as a consequence of any activity which goes beyond the application of accepted routines necessary to meet his/her needs, are outweighed by potential benefits to the individual and/or to the society, and
- C. that legal, informed consent is obtained by methods that are appropriate and adequate.

IRB approval or a determination that the project is exempt from IRB review must be obtained before any research involving human subjects is initiated. All faculty, students, and staff must adhere to the procedures established by the IRB. These procedures are available from the Office of the Provost.

II. Ethical Principles

Governors State University is guided by ethical principles regarding all research involving human subjects as set forth in the report of the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research, entitled *Ethical Principles and Guidelines for the Protection of Human Subjects of Research* (also known as the Belmont Report).

The three primary principles for protection of human subjects established in the Belmont Report are:

A. Respect for Persons:

Respect for persons incorporates at least two ethical convictions: first, that individuals should be treated as autonomous agents, and second, that persons with diminished autonomy are entitled to protection. The principle of respect for persons thus divides into

two separate moral requirements: the requirement to acknowledge autonomy and the requirement to protect those with diminished autonomy.

B. Beneficence:

Protecting them from harm, but also by making efforts to secure their well-being. The term “beneficence” is often understood to cover acts of kindness or charity that go beyond strict obligation. Two general rules have been formulated as complementary expressions of beneficent actions in this sense: (1) do no harm, and (2) maximize possible benefits and minimize possible harms.

C. Justice:

An injustice occurs when some benefit to which a person is entitled is denied without good reason or when some burden is imposed unduly. Another way of conceiving the principle of justice is that equals ought to be treated equally. There are several widely accepted formulations of just ways to distribute burdens and benefits. Each formulation mentions some relevant property on the basis of which burdens and benefits should be distributed. These formulations are: (1) to each person an equal share, (2) to each person according to individual need, (3) to each person according to individual effort, (4) to each person according to societal contribution, and (5) to each person according to merit.

Other principles that may guide Governors State University in protecting the rights and welfare of human subjects are found in the existing codes of federal, state, and local agencies, and in the codes of conduct of professional organizations including, but not limited to:

1. Title 45 *Code of Federal Regulations* Part 46, Department of Health and Human Services Regulations for the Protection of Human Subjects, Final Regulations, Subparts A-E, as well as those of other applicable federal, state, and local agencies;
2. 21 CFR Parts 16, 20, 50, 312, 809, and including 812 Medical Devices; 3. 34 CFR Part 97 (Basic ED Policy for Protection of Human Research Subjects).

III. Institutional Policy

- A. The University will establish and maintain an Institutional Review Board (IRB).
- B. The IRB will review all research involving human subjects, and will approve only those research protocols that comply with its requirements for approval.
- C. All of the following research activities involving human subjects are subject to the review and approval of the IRB. This includes research that is
 1. sponsored by the University, or
 2. conducted by or under the direction of any employee or agent, including students, of the University in connection with ~~his or her~~their University responsibilities, or
 3. conducted by or under the direction of any individual or agent using the property, facilities, or electronic communications of the University. Projects being conducted on

Governors State University premises but not directed by a Governors State University employee must be sponsored by a Governors State University Faculty or Staff and approved by the Governors State University IRB.

- D. The IRB will establish and implement procedures for the review of research involving human subjects. These procedures will detail the processes to be used for:
 - 1. the initial review of a newly proposed research protocol, including the classification of that protocol (i.e., exempt from, expedited, or full) and the manner for its review by the IRB;
 - 2. the review of proposed modifications to approved research protocols;
 - 3. the consideration of requests for the continuation of and/or extension to approved protocols nearing the end of their approval periods;
 - 4. the investigation reports of possible harm to human subjects and/or possible noncompliance by any person covered by this policy, including the suspension or termination of approved protocols and reporting to necessary offices/agencies; and
 - 5. procedures and forms for Human Subjects Research constructed in compliance with federal regulations.

- E. The IRB will approve research protocols involving human subjects that meet the following criteria:
 - 1. risks to the subjects are minimized;
 - 2. risks to the subjects are reasonable in relation to the anticipated benefits;
 - 3. selection of the subjects is equitable;
 - 4. informed consent is sought from each prospective subject or the subject's legally authorized representative;
 - 5. informed consent is documented;
 - 6. when appropriate, the research plan includes adequate provision for monitoring the data collected to ensure the safety of the subjects;
 - 7. when appropriate, there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data;
 - 8. additional safeguards are included in the study to protect the rights and welfare of subjects likely to be vulnerable to coercion or undue influence, such as: children, prisoners, pregnant women, mentally disabled persons, or economically or educationally disadvantaged persons; and
 - 9. all personnel included on the IRB application must have valid, required, and appropriate Human Subjects Research (HSR) training. It is the responsibility of the researchers to maintain current training and know when their respective trainings expire.

- F. The IRB may stipulate conditions for the approval of human subjects research, including specific requirements for the monitoring of human subject rights and/or welfare and limited periods of approval prior to re-authorization. The IRB may temporarily suspend its approval for research pending an investigation of potential harm to human subjects. The IRB may terminate its approval for any research following an investigation of potential harm to human subjects.

- G. The IRB will comply with federal, state, and local laws as they might relate to the activities covered by this policy.

IV. Review

- A. Any IRB review may conclude in one of three ways:
1. “Approved” means that neither minor nor major errors or difficulties were detected in the application; the Principal Investigator/Project Director may proceed with the research study;
 2. “Conditional Approval/Resubmit to IRB” means that there were minor errors or difficulties that must be clarified, corrected, and resubmitted to the IRB before the research study may proceed. The IRB Chair or designee will review the corrected application and report back to the full IRB committee and the Principal Investigator/Project Director with the second determination. If the second determination results in another “Conditional Approval/Resubmit to IRB”, the Principal Investigator/Project Director may be required to meet with either the IRB Chair or designee or the full IRB committee.
 3. “Disapproved means that there were serious errors in either the protection of the rights and welfare of human subjects and/or the research design. Research can only be disapproved at a full board review meeting. The Principal Investigator/Project Director may resubmit an entirely new application.

Any review may end with the IRB asking for specific changes, further clarification, giving approval after certain changes, or simple approval. Project approval is based on majority vote. The Principal Investigator/Project Director may be asked to be present for clarification. University General Counsel is available to clarify reading of applicable law.

V. Investigation and Reporting Responsibilities

- A. The IRB will have the authority to and will, at its discretion and for any reason whatsoever, investigate any activity, persons, or records covered by this policy. The IRB will investigate all unanticipated problems involving risk and/or injury to human subjects.

The IRB Chairperson, or ~~his or her~~their designee, may:

1. interview Principal Investigator/Project Director, co-investigator(s), subject or any other person connected with research involving human subjects;
2. examine the research records involving human subjects, including informed consent documents and collected data; and
3. inspect any facilities, laboratories, equipment, or supplies used in human subjects research.

~~3.~~

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- B. The IRB will prepare and maintain adequate records of its activities.

C. The IRB will report promptly to the Governors State University Provost and, if appropriate, the federal Office for Human Research Protections (OHRP) or other state or federal office(s), knowledge of:

1. any serious or continuing noncompliance with the requirements of the IRB;
2. any suspension or termination of IRB approval of a research protocol; 3. injuries to human research subjects; and
- ~~4.~~ any changes in the membership of the IRB to agencies with which the University has filed an assurance.

~~4.~~

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D. The IRB will require investigators to:

1. promptly report all unanticipated problems involving risks or injury to human research subjects or others;
2. initiate no changes to a research protocol previously reviewed and approved by the IRB without requesting and receiving an IRB review and approval for those specific modifications;
3. maintain complete records of all research activities involving human subjects research; and
4. file a final report with the IRB.

VI. Institutional Review Board (IRB) Membership

The Institutional Review Board (IRB) is delegated by the Provost/Vice President for Academic Affairs and convened by that office as defined by statute.

- A. The IRB shall consist of at least seven members, who are individuals with various experiences and skills, which are defined by statute, in evaluating human research and its institutional, legal, scientific, and social implications.
- B. There shall be at least five faculty members appointed by the Faculty Senate, one shall be from each of the four colleges and one shall be from the Library or Student Affairs, ~~and Services.~~
- C. The members of the IRB shall be appointed for ~~two~~three-year renewable terms. The Chair of the IRB will be elected by IRB members every ~~two~~three years. Consecutive terms are allowable.
- D. The IRB shall include at least one member whose primary concerns are in a scientific discipline, and at least one member whose primary concerns are in nonscientific areas. (These shall be among the five recommended by the Faculty Senate.)
- E. Each IRB shall include at least one member who is not affiliated with the institution and who is not part of the immediate family of a person who is affiliated with the institution. The Office of the Provost shall appoint this person upon recommendation from the IRB.
- F. IRB membership shall be diversified with regard to race, gender, and cultural backgrounds. To ensure this diversity the Office of the Provost shall provide additional members. The Office of the Provost shall appoint additional persons with expertise to review specific proposals as recommended by the IRB.

- G. All persons as IRB members or researchers must be properly qualified (through education and experiences) and trained to conduct their duties. GSU requires that each member of the IRB have on file a current resume or curriculum vitae attesting to their personal education and experiences. In addition, each member of the IRB is required to maintain an active IRB Board Member Certification through the CITI Training Website. New appointees must have initial training completed by the first full-board meeting of the academic year.

VII. Meetings

- A. Regular scheduled meetings of the IRB will be held monthly or as needed but with no fewer than two meetings per year, to conduct the timely review of proposed human subjects research. A special meeting of the IRB may be called by the Chairperson (or ~~his or her~~their designee in ~~his or her~~their absence) to consider any matter related to the protection of the rights and welfare of human research subjects.
- B. A quorum shall be 50% of the members of the committee plus one. A quorum must be present at a meeting for any action to be taken by the IRB. A part of the quorum must be at least one member whose primary concerns are in scientific methods and one member whose primary concerns are in nonscientific methods in attendance. A majority of those present at any meeting at which a quorum is present is necessary for the IRB to approve any action.

VIII. University Responsibilities

- A. The University will provide adequate administrative support and oversight for the activities of the IRB, including the preparation and maintenance of adequate documentation of IRB activities. This includes, but is not limited to:
 1. copies of all research proposals reviewed, scientific evaluations, if any, that accompany the proposals, approved sample consent documents, progress reports submitted by investigators, and reports of injuries to subjects;
 2. minutes of IRB meetings which will be in sufficient detail to show attendance at the meetings; actions taken by the IRB; the notes on these actions including the number of members voting for, against, and abstaining; the basis for requiring changes in or disapproving research; and a written summary of the discussion of controverted issues and their resolution;
 3. records of continuing review activities;
 4. copies of all correspondence between the IRB and the investigators; 5. a list of IRB members containing the detail required by federal regulations; and
 6. written procedures for the IRB.
- B. The records required by this policy will be retained for at least five (5) years and records relating to research that is conducted, will be retained for at least five (5) years after the completion of the research. All records will be accessible for inspection and copying by authorized representatives of the federal Office for Human Research Protections (OHRP) or other state or federal office(s) at reasonable times and in a reasonable manner. C. The University will provide adequate meeting space for the IRB.

D. The University, with the assistance of the IRB, will provide mechanisms and support for education and training regarding human research policies and procedures.

Policy Number: XXX

Responsible Parties: University Events Office; Department of Public Safety; Office of the Dean of Students

Requestor: Aurélio Manuel Valente

DEMONSTRATION AND PUBLIC PROTEST POLICY

I. PURPOSE

Consistent with principles of academic freedom and academic responsibility outlined in the Governors State University Board of Trustees Governing Policies, the purpose of this policy is to provide necessary resources to support the exercise of constitutional rights provided by the First Amendment. Additionally, this policy is intended to provide for the safety of all persons and property associated with the planned or spontaneous acts of demonstration or protest.

II. DEFINITIONS

Demonstrations and Public Protests: For the purpose of this policy, “demonstrations and public protests” shall refer to actions by groups of people that can include, but are not limited to, demonstrations, marches, spontaneous or planned protests, and vigils on the main campus of Governors State University. Demonstrations and public protests are considered “events,” whether spontaneous or planned, and are additionally guided by the Facilities-facilities Use-use Policies procedures of Governors State University.

The use of the indoor and outdoor areas of campus for normal academic activities, including lessons about public protests and demonstrations, shall not be considered demonstrations and public protests under this policy but shall be guided by the Facilities-facilities Use-use Policies-procedures and ~~other~~ appropriate academic policies.

Registered Demonstrations: For the purpose of this policy, registered demonstrations shall refer to demonstrations and public protests which have been registered in advance with the University Events Office.

Non-Registered or Spontaneous Demonstrations: for the purpose of this policy, Non-Registered or Spontaneous Demonstrations shall refer to demonstrations and public protests which have not been registered in advance with the University Events Office.

III. REGISTERED DEMONSTRATIONS

Organizers of demonstrations and public protests are encouraged to seek registration of their events at least two (2) business days in advance by notifying the University Events Office (universityevents@govst.edu) and following the office’s

instructions. The University Events Office shall develop reasonable and appropriate procedures for the registration of such events, including required notification of other university offices as appropriate (including the Department of Public Safety, Facilities Office, Office of the Vice President for Students, and Office of the Provost), and shall develop standards for evaluating requests for waivers of the restrictions listed below. These procedures, along with any required forms, will be made available to individuals seeking registration. They will also be made available upon request to any member of the university community. Following successful completion of the procedures, the University Events Office will verify the registration status of the event and notify organizers and affected university offices.

The University Events Office shall assign space according to the following order of preference:

- a. GSU Academic Classes
- b. GSU Academic related activities
- c. GSU group sponsored activities
- d. Non-GSU group activities that support the institution's mission
- e. Non-GSU group activities

~~The University Event Office shall also set standards for review of requests for the use of small hand held candles with drip protectors, tea lights, or votive candles, and for the burning of non-explosive material.~~

IV. NON-REGISTERED or SPONTANEOUS DEMONSTRATIONS

The University welcomes demonstrations and public protests without prior registration so long as all participants comply with all other terms of this policy. Organizers and participants at small spontaneous events are encouraged to select one of the following locations for the event, but spontaneous events which involve larger groups shall be limited to these locations. The Department of Public Safety will hold authority for determining the appropriate size of an event for specific campus locations.

- The Columbus Carillon Area (Bell Tower), immediately south of the University's Main Entrance (D Building) between parking lot East 1 and parking lot West 1.
- GSU Main Entrance (D Building) sidewalk, at least 25 feet from the doorway, from the eastern limit of D Building to the eastern limit of C Building.
- GMT Building, outside sidewalk between roadway/parking Lot West 2 and GMT main entrance
- D-Building Atrium (between main entrance and the Hall of Governors entrance)

V. RESTRICTIONS

Unless a waiver is obtained at the time of registration, demonstrations and public protests may not:

1. Take place outside of the University's hours of operation

2. Create a volume of noise that significantly disrupts normal academic activities
3. Significantly disrupt other scheduled campus events
4. Obstruct any entrances or exits
5. Obstruct vehicular or pedestrian traffic
6. Affix items to permanent structures
7. Include camping or the use of temporary shelters (e.g., tents)
- 7.8. Use open flame.

Demonstrations and public protests may not:

1. Use open flame in indoor locations
2. Destroy, damage, or deface University property
3. Represent a threat to public safety

VI. PROCEDURES for HANDLING NON-COMPLIANT DEMONSTRATIONS

The Chief of Police, in consultation with the Dean of Students and other appropriate university offices, will determine the point at which a demonstration is in violation of this policy. If the situation permits, an appropriate university official (including but not limited to the Dean of Students) will inform the participants that they must discontinue their disruptive activities, explaining which activities are in violation of this Policy, and will advise them to continue the event in a manner that complies with this policy. If the disruption continues, appropriate action will be taken, including police action. An immediate physical threat to persons and/or property may require immediate police action.

Members of the community who violate University policy may be subject to disciplinary and/or criminal sanction (more information for students can be found at the [Student Code of Conduct](#).) Visitors who violate University policy, including this Policy or the law, may be subject to removal from University property and/or criminal sanction.

ACKNOWLEDGEMENTS: The University acknowledges and credits documents from the following universities in the re-writing of this document: University of Illinois Urbana-Champaign, Northern Illinois University, Southern Illinois University Edwardsville, and University of Illinois at Chicago.

Proposed Policy 00

Responsible Parties: Office of the President; Office of the Provost; Office of the Vice President for Administration and Finance; University Faculty Senate

Requestor: David H. Golland

Date Submitted: June 15, 2018

IPC approved and submitted to FS 11-12-18

POLICY ON POLICIES

This policy shall govern the processes whereby proposals for new policies and amendments to existing policies are approved.

I. DEFINITIONS

A. Board of Trustees (BOT) Policy. A BOT policy is a document adopted by the Governors State University Board of Trustees governing aspects of behavior at the University, and/or by individuals connected with the University, which fall under the purview of the Board of Trustees.

B. University Policy. A University policy is a document signed by the President of Governors State University governing aspects of behavior at the University, and/or by individuals connected with the University, which fall under the purview of the University.

C. Procedure. A procedure is a set of instructions, ~~rules~~ [processes](#), or steps developed to ensure compliance with state and/or federal law, BOT policy, and/or University policy.

II. ORDER of PRECEDENCE. In ~~in~~ adjudicating conflicts between various types of policies, procedures, and laws, the following order of precedence shall govern:

- A. State or Federal Law
- B. State or Federal Regulation
- C. Board of Trustees Policy
- D. University Policy
- E. Procedure

III. ADOPTION and AMENDMENT of BOARD of TRUSTEES POLICIES. The Board of Trustees shall set its own process, consistent with state and federal law, for the adoption and amendment of BOT policies.

IV. ADOPTION of UNIVERSITY POLICY. There shall be three processes by which proposed new policies can be adopted.

A. Proposals for New Policies with Academic Elements. The University Faculty Senate shall develop a procedure governing the review of proposals for new policies with academic elements.¹ Such proposals shall be submitted to the University Provost for review. Submissions deemed acceptable by the University Provost shall be delivered to the University President for approval and implementation. [Submissions deemed unacceptable, in whole or in part, shall be returned by the University Provost to the Faculty Senate, with or without comments, within a reasonable time.](#)

¹ As of this writing, this process is defined in UFS Bylaws Art. VII, Sect. 3, approved as amended March 31, 2018.

B. Proposals for New Policies without Academic Elements. The University Faculty Senate and the Office of the Vice President for Administration and Finance shall develop a procedure governing the development of new policies with academic elements.² Policy proposals completing such processes shall be delivered to the University President for approval and implementation.

C. Proposals for New Policies Deemed Urgent. The University President may approve and implement, on an interim basis, new policies dealing with matters of an urgent nature. Such interim policies shall be reviewed according to the process for Proposals for New Policies with Academic Elements, whether or not they contain academic elements, at the earliest feasible opportunity.

V. AMENDMENT of UNIVERSITY POLICY. The University Faculty Senate shall develop a procedure governing the review of proposals for amendments to existing University policies.³ Such proposals shall be submitted to the University Provost for review. Submissions deemed acceptable by the University Provost shall be delivered to the University President for approval and implementation. Submissions deemed unacceptable, in whole or in part, shall be returned by the University Provost to the Faculty Senate, with or without comments, within a reasonable time.

VI. ADOPTION of PROCEDURE. Any University college, department, office, or organization, academic or nonacademic, may adopt procedures, and rules governing the adoption of procedures, to ensure compliance with laws, regulations, and policies within the purview of that college, department, office, or organization, so long as said procedures do not conflict with any law, regulation, or policy.

VII. POLICY PUBLICATION and DISTRIBUTION. The Office of the Provost or designee shall maintain, and make available ~~to any member of~~ on the University's website ~~community upon request~~, accurate records of the approved, current versions of all University policies. The Recording Secretary of the Board of Trustees or designee shall maintain, and make available ~~to any member of~~ on the University's website ~~community upon request~~, accurate records of the current versions of all BOT policies. All BOT and University policies shall be published online on the University website.

VIII. EFFECTIVE DATE. University policies become effective on the date the policy is signed by the University President or designee unless an alternate date is specified within the policy.

IX. POLICY EXPIRATION. Board of Trustees policies continue in force regardless of personnel changes on the Board of Trustees; University policies continue in force through the appointment of subsequent Presidents. Policies without expiration or sunset clauses shall not expire.

² As of this writing, this process is defined in UFS Resolution 2017-18 No. 2, Approved November 16, 2017.

³ As of this writing, this process is defined in UFS Bylaws (as amendment March 2018) Article VII, Section 3.

Policy 78 (Interim)
 Adopted June 18, 1996
 Amended October 15, 2010
 Approved as Interim Revised Policy by Dr. Elaine P. Maimon, GSU President
 Effective date: August 9, 2018

Governors State University Title IX and Sexual Misconduct Policy

I. Purpose of Policy:

Governors State University (GSU) is committed to maintaining a community in which students, faculty, and staff can work and learn together in an atmosphere free of all forms of unlawful discrimination and harassment, including sexual and gender based misconduct. Such misconduct violates the dignity of the individual and the integrity of the University as an institution of higher learning, and thus, will not be tolerated at GSU. The University is committed to taking all appropriate steps to eliminate sexual misconduct, prevent its recurrence and address its effects. The University encourages all members of our community to participate in the process of creating a safe, welcoming and respectful environment on campus. Individuals who are found responsible, under this Policy, will face disciplinary sanctions up to and including expulsion and/or termination of employment.

II. Scope of Policy

This Policy prohibits all of forms sexual misconduct. It applies to all members of the University community, including students, faculty, staff, administrators, board members, consultants, vendors, visitors, and others engaged in business with the University. It applies to conduct on or off campus property that substantially interferes with the mission of the University including but not limited to, interference with the safety and well-being of self or others and/or interference with the academic pursuits or employment environment of its students, faculty, or staff.

III. Prohibited Conduct

The University prohibits all forms of sexual misconduct: sexual harassment, sexual violence, domestic violence, intimate partner violence, and stalking: defined below and hereafter referred to as “prohibited conduct.”

Sexual Misconduct is a broad term that describes unwelcome or unwanted sex or gender based conduct and/or behavior of a sexual nature that is prohibited by the University and may also be prohibited by federal and state law. Sexual misconduct includes but is not limited to sexual assault, sexual violence, sexual exploitation, stalking, intimate partner violence or domestic violence and sexual harassment. It is a violation of this policy to commit these acts or to attempt to commit them.

Sexual Harassment is a form of sex discrimination when the conduct is based on an individual’s actual or perceived sex, gender, sexual orientation, gender identity, or gender expression. It includes any unwelcome advances, requests for sexual favors, or any verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, living environment, or participation in a University activity;
- Submission to or rejection of such conduct by an individual is used as the basis for or a factor in such decisions affecting employment, education, living environment, or participation in a University activity; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's employment or educational performance or creating an intimidating, hostile, offensive, or abusive environment for that individual's employment, education, living environment, or participation in a University activity.

Sexual Assault is any type of sexual contact or sexual intercourse with another that occurs without that person's knowing and voluntary consent.

- **Non-Consensual Sexual Contact (i.e. fondling)** includes intentional contact with the breasts, buttock, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth or other orifice.
- **Non-Consensual Sexual Intercourse (i.e. rape)** includes vaginal or anal penetration, however slight, with a body part (e.g., penis, tongue, finger, hand, etc.) or object, or oral penetration involving mouth to genital contact

Sexual Exploitation is taking advantage of the sexuality of another person without consent or in a manner that extends the bounds of consensual sexual activity without the knowledge of the other individual for any purpose, including sexual gratification, financial gain, personal benefit, or any other non-legitimate purpose. Examples of sexual exploitation include:

- non-consensual video or audio-taping of sexual activity;
- going beyond the boundaries of consent (such as letting others hide in the closet to watch you having consensual sex);
- engaging in voyeurism;
- knowingly transmitting an STD or HIV to another person;
- exposing one's genitals in non-consensual circumstances;
- inducing another to expose their genitals;

Stalking is when any person purposely and repeatedly (two or more times) engages in an unwanted course of conduct that would cause a reasonable person to fear for his, her, or others' safety, or to suffer substantial emotional distress. Course of conduct includes, but is not limited to, acts in which a person directly, indirectly, or through third parties, by any action, device, method, or means, follows, monitors, observes, surveils, threatens, or communicates to or about another person, or interferences with another person's property. Stalking can be either physical stalking or cyber stalking. Stalking may present a safety concern or be an indicator of a potential safety concern.

Intimate Partner Violence

- **Dating Violence** refers to a type of intimate partner violence by a person who has been in a romantic or intimate relationship with the Complainant. Whether a relationship exists will depend on the length, type, and frequency of interaction.
- **Domestic Violence** refers to a type of intimate partner violence committed by a current or former spouse or relationship partner, current or former cohabitant, a person with whom a Complainant shares a child in common, a person similarly situated to a spouse under domestic or family violence law, or anyone else protected under domestic or family violence law.

Intimate Partner Violence involves one or more of the following elements:

- Bodily injury (Purposely or knowingly causing reasonable apprehension of bodily injury;
- Emotional abuse creating apprehension of bodily injury or property damage; or
- Repeated telephonic, electronic, or other forms of communication – anonymously or directly – made with the intent to intimidate, terrify, harass, or threaten.

Aiding or Facilitating refers to when any individual or group of individual's aids, facilitates, promotes, or encourages another to commit a violation under this Policy.

Retaliation refers to any acts, threats, or attempts to discourage a person from reporting prohibited conduct or participating in the investigation or hearing process. Retaliation also refers to any acts, threats, or attempts to seek retribution against a Complainant, Reporting Party, Respondent, or any individual or group of individuals involved in the investigation and/or resolution of an allegation of sexual misconduct. Retaliation can be committed by any individual or group of individuals, not just a Reporting Party or Accused Party.

IV. Consent and Related Definitions

Consent is a freely and knowingly given agreement to the act of sexual conduct or sexual penetration in question. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage freely in sexual activity. While consent can be given by words or actions, non-verbal consent is more ambiguous than explicitly stating one's wants and limitations. Silence cannot be assumed to indicate consent. Lack of verbal or physical resistance or submission resulting from the use of force or threat of force by the accused shall not constitute consent.

Guidance for Consent:

- One is expected to obtain consent to each act of sexual activity prior to initiating such activity. Consent to one form of sexual activity does not constitute consent to engage in other forms of sexual activity.
- Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Relying on non-verbal communication can lead to misunderstandings. Consent may not be inferred from silence, passivity, lack of

resistance, or lack of an active response alone. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.

- When consent is requested verbally, absence of any explicit verbal response constitutes lack of consent. A verbal “no” constitutes lack of consent, even if it sounds insincere or indecisive.
- If at any time during the sexual activity, any confusion or ambiguity arises as to the willingness of the other individual to proceed, both parties should stop and clarify verbally the other’s willingness to continue before continuing such activity.
- Either party may withdraw consent at any time. Withdrawal of consent should be outwardly demonstrated by words or actions that clearly indicate a desire to end sexual activity. Once withdrawal of consent has been expressed, sexual activity must cease.
- Individuals with a previous or current sexual relationship do not automatically give either initial or continued consent to sexual activity. Even in the context of a relationship, there must be mutually understandable communication that clearly indicates a willingness to engage in sexual activity.
- Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another.
- Consent is not valid if it results from the use or threat of physical force, intimidation, or coercion, or any other factor that would eliminate an individual’s ability to exercise his or her own free will to choose whether or not to have sexual contact.
- A person's manner of dress does not constitute consent.
- An individual who is incapacitated from alcohol or other drug consumption (voluntarily or involuntarily) or is asleep, unconscious, unaware, incapacitated due to a mental disability, or otherwise physically helpless is unable to give consent. A person is considered incapacitated, or unable to give consent, if they are unable to understand the nature of the activity or give knowing consent due to the circumstances at the time in question.
- Where alcohol is involved, incapacitation is a state beyond drunkenness or intoxication. Some indicators of incapacitation may include, but are not limited to, lack of control over physical movements, being unaware of circumstances or surroundings, slurred speech, vomiting, or being unable to communicate for any reason.

In the State of Illinois, persons under the age of 17 cannot legally consent to sexual activity. **A person violates this Policy if they have sexual contact with someone without their consent.**

Respondent: Refers to an individual involved in the complaint resolution process who has been accused of violating the Title IX/Sexual Misconduct Policy

Complainant: Refers to an individual who alleges and/or files a complaint alleging violation of the Title IX/Sexual Misconduct policy through the university’s Title IX process.

For information about the Compliance and Complaint Procedures associated with this policy, please visit the Title IX Website (www.govst.edu/titleIX)

Additionally, policies from other institutions were reviewed including: Southern Illinois University Carbondale, Southern Illinois University Edwardsville, University of Illinois System, Northeastern Illinois University, Moraine Valley Community College, & Northwestern University

University Curriculum Committee Report to Senate Executive Committee- November 1, 2018

1. Minutes of October 22, 2018 meeting attached.
2. Summary of current submissions to UCC in cue:
 - a. New courses =45
 - b. Revisions=5
 - c. Renumber=0
 - d. Deletions=1
 - e. RNUI=1
 - f. RME=2
 - g. Curriculum Change=5
 - h. Annual listing=0
 - i. Gen Ed=0
3. Approved: 1: Approved pending replacement courses: 2
4. Not Reviewed: 2
5. Returned with corrections: 2
6. Not approved: 53 (follow-up with originators by UCC member(s) in process; or reviewed but not yet voted on)

To: Senate Executive Committee

From: Catherine Tymkow

Date: 11-01-2018

RE: Curriculum Committee Report for 11-1

1. Summary of submissions to UCC and status-attached
2. October 22 meeting:
 - a. Welcomed new member, Lisa Pennington
 - b. Discussed Information Technology RNUI/Syllabi with originators and made change recommendations.
 - c. Reviewed and approved POLS 3950 with minor changes
 - d. GNSX 2100 sent back to GEC for review
 - e. New items were distributed among committee members for review prior to November 12 meeting:
 - i. Counselor Ed and Supervision PhD
 - ii. Elem. Ed, B.A.
 - iii. ICS 3200, Course Deletion
 - iv. ICS 4630, Course Deletion
 - v. MUS 4501, Course Deletion